

From: [Sara Hawthorne](#)
To: [John Martin](#)
Cc: [Ashlie Brock](#); [Carlene Chambers](#); [David Parrish](#); [Deborah-J Stanley](#); [Diana Ortiz](#); [Dwayne Patrick](#); [Kim Shultz](#); [rbarenbrugge@toeroek.com](#); [stroyano@toeroek.com](#); [Will LaBombard](#); [Phillip Trascher](#); [Sharon Martin](#); [hawthorne.sara@epa.gov](#)
Subject: COMPLETE - Re: Fw: WRF EP-W-10-011_06_NY_E300_06Y6/OU00_02_00005.01 Westbank Changes to DVD for John Martin
Date: 08/08/2012 11:22 AM

John,

We have completed this task by delivering to you one set of two DVDs containing all Westbank Asbestos documents found in SDMS as of 07/12/2012. If you need anything else please let us know. Thank you!

Sara M. Hawthorne
Toeroek Associates Incorporated
Contractor for U.S. EPA Region 6 Superfund Division
Phone: 214.665.7317
hawthorne.sara@epamail.epa.gov

▼ Deborah-J Stanley---08/08/2012 09:58:48 AM----- Forwarded by Deborah-J Stanley/R6/USEPA/US on 08/08/2012 09:57 AM ----- From: Deborah-J Stanle

From: Deborah-J Stanley/R6/USEPA/US
To: Ashlie Brock/R6/USEPA/US@EPA
Cc: Sara Hawthorne/R6/USEPA/US@EPA
Date: 08/08/2012 09:58 AM
Subject: Fw: WRF EP-W-10-011_06_NY_E300_06Y6/OU00_02_00005.01 Westbank Changes to DVD for John Martin

----- Forwarded by Deborah-J Stanley/R6/USEPA/US on 08/08/2012 09:57 AM -----

From: Deborah-J Stanley/R6/USEPA/US
To: Deborah-J Stanley/R6/USEPA/US@EPA
Date: 08/08/2012 09:06 AM
Subject: Fw: e300.005.01 Westbank Changes to DVD for John Martin

----- Forwarded by Deborah-J Stanley/R6/USEPA/US on 08/08/2012 09:05 AM -----

From: Shannon Savitch/R6/USEPA/US
To: Nancy Yarberry/R6/USEPA/US@EPA
Cc: Ashlie Brock/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, Deborah-J Stanley/R6/USEPA/US@EPA, John Martin/R6/USEPA/US@EPA, Kim Shultz/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA
Date: 03/29/2011 04:38 PM
Subject: Re: e300.005.01 Westbank Changes to DVD for John Martin

Thank you,

Shannon Savitch
Toeroek Associates, Inc.

Contractor for U.S. EPA Region 6
214-665-6467
savitch.shannon@epa.gov
www.toeroek.com

▼ Nancy Yarberry---03/29/2011 04:36:38 PM---ESS Per John's request, please make the changes he request. Please continue this request until all r

From: Nancy Yarberry/R6/USEPA/US
To: Shannon Savitch/R6/USEPA/US@EPA, Deborah-J Stanley/R6/USEPA/US@EPA
Cc: John Martin/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, Ashlie Brock/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Kim Shultz/R6/USEPA/US@EPA
Date: 03/29/2011 04:36 PM
Subject: Re: e300.005.01 Westbank Changes to DVD for John Martin

ESS

Per John's request, please make the changes he request, Please continue this request until all reviews are complete, the collections finalized, and a list of releasable documents is provided. Also, a list of non-releasable documents could conceivably be requested. If so, consider it part of this request.

[attachment "e300 005 01 Westbank changes.pdf" deleted by Shannon Savitch/R6/USEPA/US]
Thank You,

U.S. EPA, Region 6
Nancy Yarberry, 6SF-VI
Superfund Records Manager
1445 Ross Ave., Dallas, TX 75202
Phone 214-665-6537
Fax 214-665-6660
yarberry.nancy@epa.gov

▼ John Martin---03/29/2011 02:22:47 PM---A couple of questions: Could you re-redact DocID 991074 in the areas where the addresses shows throu

From: John Martin/R6/USEPA/US
To: Deborah-J Stanley/R6/USEPA/US@EPA
Cc: Ashlie Brock/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, David Gallegos/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, dtoeroek@toeroek.com, James Costello/R6/USEPA/US@EPA, Kim Shultz/R6/USEPA/US@EPA, Nancy Yarberry/R6/USEPA/US@EPA, R6 6SF FOIA Info@EPA, "Richardson, Sandra I." <SANDRA.I.RICHARDSON@saic.com>, Shannon Savitch/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA
Date: 03/29/2011 02:22 PM
Subject: Re: e300.005 Westbank Asbestos DVD for John Martin - due before 3/25/11 - Draft Collections for 218-11 & 226-11

A couple of questions:

Could you re-redact DocID 991074 in the areas where the addresses shows through?

At the bottom of the Redacted Tab are 16 files; DocID 991085 and 9095368 need to be added to the FOIA6492 collection as these two files I omitted from the SITE FILES (not logbooks) listed above them. Of the other 14 files, should (or could) these be labeled something else? I think that they were mostly created to respond to other FOIA request.

I'll check the two collections next week against the DRAFT list to ensure that they agree.

thanks

John J. Martin (6SF-PE)
Federal On-Scene Coordinator
US Environmental Protection Agency
1445 Ross Ave / Dallas, Texas 75202
OFFICE: (214) 665 - 6748 FAX: (214) 665 - 2278

▼ Deborah-J Stanley---03/23/2011 04:03:15 PM---John, Per your request, based on the spreadsheet you provided on 03/17/2011, we updated all records

From: Deborah-J Stanley/R6/USEPA/US
To: John Martin/R6/USEPA/US@EPA
Cc: Ashlie Brock/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, David Gallegos/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, dtoeroek@toeroek.com, James Costello/R6/USEPA/US@EPA, Kim Shultz/R6/USEPA/US@EPA, Nancy Yarberry/R6/USEPA/US@EPA, "Richardson, Sandra I." <SANDRA.I.RICHARDSON@saic.com>, Shannon Savitch/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA, R6 6SF FOIA Info@EPA
Date: 03/23/2011 04:03 PM
Subject: Re: e300.005 Westbank Asbestos DVD for John Martin - due before 3/25/11 - Draft Collections for 218-11 & 226-11

John,

Per your request, based on the spreadsheet you provided on 03/17/2011, we updated all records that you had listed on the *Logbooks* (PC) worksheet along with Doc ID 9008805 to phase activity PC - Privacy Act and access code PVT - Personal Privacy FOIA Exemption 6. We added the word *REDACTED* to the title of 46 logbooks listed on the *REDACTED* worksheet.

Additionally, we created draft FOIA Collection No. 6492 (FOIA6492) for FOIA 218-11 and draft FOIA Collection No. 6491 for 226-11. Both collections contain all documents from the *RELEASABLE* worksheet with the exception of 17 FOIA records at the bottom and all documents highlighted in green that are not redacted from the

REDACTED worksheet. FOIA6492 also contains redacted records highlighted in green from the REDACTED worksheet. We have given you and Mr. Costello access to both draft collections in SDMS-C. Please review the collections and provide us with feedback. Once we receive your response we can extract the collections and finalize the FOIA responses.

Please feel free to call me if you have any questions or concerns.

Thanks,

Deborah J. Stanley | SAIC
Deputy Project Manager | Infrastructure, Logistics, and Product Solutions Group
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mobile: 214.405.4950 | email: stanley.dj@saic.com

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▼ John Martin---03/17/2011 03:53:28 PM---Here's my DRAFT List of releasable documents based upon the first Meta Data xcel doc that I received

From: John Martin/R6/USEPA/US
To: Nancy Yarberry/R6/USEPA/US@EPA, James Costello/R6/USEPA/US@EPA
Cc: Ashlie Brock/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, David Gallegos/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, Deborah-J Stanley/R6/USEPA/US@EPA, dtoeroek@toeroek.com, Kim Shultz/R6/USEPA/US@EPA, "Richardson, Sandra I." <SANDRA.I.RICHARDSON@saic.com>, Shannon Savitch/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA
Date: 03/17/2011 03:53 PM
Subject: Re: e300.005 Westbank Asbestos DVD for John Martin - due before 3/25/11

Here's my DRAFT List of releasable documents based upon the first Meta Data xcel doc that I received from Deborah (355 documents). I created 3 xcel sheets from the Meta Data;

Releasable - the Releasable sheet includes the Administrative Record and Enforcement files which Jim Costello reviewed and OK'd for released. All these docs should be releasable except if they are listed in the YC file below.

Redacted - contains Contractor Reports, Site files, and Redacted Docs. Not all of these have been redacted nor should they be. I didn't review each and every document but I grouped the docs into categories, reviewed a representative sample of that category, and then added comments. Those with the DocID colored Green should be releasable. Other docs are flagged for re-classification and/or discussion.

Logbooks - these numerous Logbooks are not Redacted and should be labeled PC (Privacy Confidential?). Furthermore, all or almost all of these logbooks are subsets of the other documents listed on the "Redacted" sheet.

I realize this isn't The Final Releasable Document List for Westbank yet but hopefully it is close enough to answer the 2 current FOIAs. I am providing this draft to get some feedback and once I/we do a little cross-checking, I could put this List into a "finalized" format.

[attachment "Westbank Asbestos - All Releasable.xls" deleted by Deborah-J Stanley/R6/USEPA/US]

thanks

John J. Martin (6SF-PE)
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▼ Nancy Yarberry---03/17/2011 12:01:00 PM---ESS BACKGROUND: John is working on setting up a list if releasable documents that can be used for a

From: Nancy Yarberry/R6/USEPA/US
To: Shannon Savitch/R6/USEPA/US@EPA, Deborah-J Stanley/R6/USEPA/US@EPA
Cc: David Parrish/R6/USEPA/US@EPA, Carlene Chambers/R6/USEPA/US@EPA, Will LaBombard/R6/USEPA/US@EPA, Ashlie Brock/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Kim Shultz/R6/USEPA/US@EPA, John Martin/R6/USEPA/US@EPA, David Gallegos/R6/USEPA/US@EPA, dtoeroek@toeroek.com, "Richardson, Sandra I." <SANDRA.I.RICHARDSON@saic.com>
Date: 03/17/2011 12:01 PM
Subject: e300.005 Westbank Asbestos DVD for John Martin - due before 3/25/11

[attachment "e300 004 Westbank.pdf" deleted by John Martin/R6/USEPA/US]

ESS

BACKGROUND: John is working on setting up a list if releasable documents that can be used for all Westbank FOIAs in the hopes that when a request for releasable docs comes in we can pass the requester the list of documents that they can select from, provide the docs, and close the request out quickly. This will save considerable time for everyone

TASK; Please create a DVD of all Westbank docs for JOHN MARTIN, deliver before 3/25/11. (You can provide John the DVD before the clean-up of the FOIA documents discussed below unless the cleanup can be done quickly.)

FOIA DOCS CLEANUP: Since we're constructing a List of all releasable docs, the FOIA documents need to be corrected. I'm including an excerpt from your metadata extraction - these are all the docs coded YC [Confidential FOIA]. As you know per our discussions and directions, external communication [incoming letters, ROCs, outgoing letters] are releasable. Please review the docs on this list and break out the interoffice emails (internal communication) from all external communication. All correspondence, ROCs, emails to the requester are releasable, YF. The interoffice emails are YC, exemption b5. The main entry will be the releasable doc, make the YC docs related to the YF. And since you're cleaning up these docs, if there is an index of the docs on the CDs to the requester, include that as part of the releasable OUTGOING response letters.

In a few cases there is a related YF [releasable] document for the same FOIA number, please review these and clean-up as required.

Please review Doc #9034242 which is related to #9034240 - clean up the two docs. I've attached an example of what the final response and the extensions, including the ROCs documents should look like. I believe everything else should go into the YC internal communications file, and there needs to be only one internal communications file per FOIA.

[attachment "Metadata - All Westbank 03 16 11 FOIA YC only.xlsx" deleted by John Martin/R6/USEPA/US]
[attachment "06-FOI-00346-10 final response.pdf" deleted by John Martin/R6/USEPA/US] [attachment "06-FOI-00346-10 extensions.pdf" deleted by John Martin/R6/USEPA/US]

Thank You,

U.S. EPA, Region 6
Nancy Yarberry, 6SF-VI
Superfund Records Manager
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Phone 214-665-6537
Fax 214-665-6660
yarberry.nancy@epa.gov

----- Forwarded by Nancy Yarberry/R6/USEPA/US on 03/16/2011 06:02 PM -----

From: R6 6SF FOIA Info
To: John Martin/R6/USEPA/US@EPA
Cc: Ashlie Brock/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, Delorise Dellenges/R6/USEPA/US@EPA, Glodine Albright/R6/USEPA/US@EPA, Nancy Yarberry/R6/USEPA/US@EPA, R6 6SF FOIA Info@EPA, Shannon Savitch/R6/USEPA/US@EPA, Sharon Martin/R6/USEPA/US@EPA, Tina Kirst/R6/USEPA/US@EPA
Date: 03/16/2011 10:29 AM
Subject: Re: 06-FOI-00218-11 Westbank Asbestos Metadata

Mr. Martin,

Per your request, we extracted the metadata for confidential Westbank records from SDMS-C. We combined it with the releasable metadata that was previously provided to you and color coded it. It is currently sorted by the access code column. Please let us know if you would like any changes to the metadata.

This metadata extraction may contain non releasable information regarding non releasable documents. Please review all fields before release or inclusion in another document. As the recipient of this document, you are solely responsible for removing any non releasable information.

[attachment "Metadata - All Westbank 03 16 11.xls" deleted by John Martin/R6/USEPA/US]

Thanks,

Deborah J. Stanley | SAIC
Deputy Project Manager | Infrastructure, Logistics, and Product Solutions Group
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mobile: 214.405.4950 | email: stanley.dj@saic.com

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▼ Deborah-J Stanley---03/08/2011 10:44:26 AM---Mr. Martin, Attached is the metadata for Special Collection No. 23935. Please let us know if you ne

Re: 06-FOI-00218-11 Westbank Asbestos Special collection 23935



Deborah-J Stanley to: John Martin

03/08/2011
10:44 AM

Cc: Ashlie Brock, David Parrish, Delorise Dellings, Donna Toeroek, Glodine Albright, Nancy Yarberry, SANDRA.I.RICHARDSON, Shannon Savitch, Sharon Martin, Tina Kirst, R6 6SF FOIA Info

Mr. Martin,

Attached is the metadata for Special Collection No. 23935. Please let us know if you need anything else.

This metadata extraction may contain non releasable information regarding non releasable documents. Please review all fields before release or inclusion in another document. As the recipient of this document, you are solely responsible for removing any non releasable information.

[attachment "Metadata SC23935 - All Releasable Westbank.xls" deleted by Deborah-J Stanley/R6/USEPA/US]

Thanks,

Deborah J. Stanley | SAIC
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▼ R6 6SF FOIA Info---03/07/2011 01:48:09 PM---Good Afternoon John, Per our discussion earlier, I am sending you the special collection ID no. for

From: R6 6SF FOIA Info
To: John Martin/R6/USEPA/US@EPA
Cc: Nancy Yarberry/R6/USEPA/US@EPA, David Parrish/R6/USEPA/US@EPA, Shannon Savitch/R6/USEPA/US@EPA, Deborah-J Stanley/R6/USEPA/US@EPA, Glodine Albright/R6/USEPA/US@EPA, Tina Kirst/R6/USEPA/US@EPA, Ashlie Brock/R6/USEPA/US@EPA, Delorise Dellenges/R6/USEPA/US@EPA, Donna Toeroek/R6/USEPA/US@EPA, SANDRA.I.RICHARDSON@saic.com
Date: 03/07/2011 01:48 PM
Subject: 06-FOI-00218-11 Westbank Asbestos Special collection 23935

Good Afternoon John,

Per our discussion earlier, I am sending you the special collection ID no. for 06-FOI-00218-11, containing potentially responsive documents. It is special collection 23935. The requester has amended her request to include only releasable documents. Please contact us if you have any questions or problems accessing the collection.

Thank you so much for your assistance,
Sharon K. Martin | SAIC
Document Control Specialist | Energy, Environment & Infrastructure
Business Unit (E2I BU)
phone: 214.665.2126 | fax 214.665.7570
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Infrastructure

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